

4 February 1977

## THIRTY-YEAR CLASSIFICATION REVIEW

### I. Requirement

Under Executive Order 11652, all Agency classified information and material which is 30 years old or older must be reviewed for declassification, and all will be declassified except for such information and material that the Director personally determines in writing needs continued protection for reasons of national security or because disclosure would place a person in immediate jeopardy. In each case where continued protection is certified as necessary, the period for such continued protection must be specified.

### II. Responsibility

Within CIA, the DDA has been given responsibility for establishing an Agency program for conducting the classification review of 30-year-old material.

### III. Draft DDA Proposal

A draft DDA proposal calls for the establishment within ISAS of a "Central Review Group" which would provide guidelines and procedures, administer and coordinate the Agency program, and conduct liaison with non-CIA offices and agencies. The "Central Review Group" would not, however, actually perform the 30-year review. The proposal would require the establishment in each major Agency component of a "Review Team" to perform the 30-year review, and make the necessary classification decisions.

### IV. Other Considerations

There are a number of facts which should be considered before an Agency decision is reached on how to proceed with the 30-year review. None seems to favor a "decentralized" system such as that outlined

in the draft DDA proposal. Most seem to militate in favor of establishing an Agency component not simply to "administer" an Agency program, but in fact to carry out requirements of E.O. 11652.

- a. The 30-year review is and will be a continuing requirement, and hence should be programmed and budgeted for by the Agency from the start.
- b. Agency organization has changed frequently and considerably over the past 30 years; although some existing components may be (virtually) strict linear descendants of components of 30 years ago, responsibilities and characteristics have changed significantly.
- c. Although no one has yet determined the magnitude of the Agency's task in reviewing all 30-year-old material, the task will be a sizable one.
- d. In comparison with a "decentralized" system involving both a central staff and a multitude of component staffs, a "centralized" system for conducting the 30-year review would offer obvious economies in terms of manpower and money.
- e. Also, a "centralized" system would be more efficient in terms of (1) speed, (2) consistency in application of guidelines, and (3) reduction of paper flow.
- f. Past experience with the review of OSS documents has shown that trained reviewers, working with articulated guidelines, can handle the review of 30-year-old documents and adequately identify (i.e., make the yes/no decision on) those which need the protection of classification for a further period of time.

Whatever system is adopted, provisions should be made for full compliance with E.O. 11652 and implementing directives and regulations on keeping continuing records of material declassified and for ensuring that Agency file systems are kept current on the status of classification of all documents in the files.

#### V. Recommendation

That a new component (in ISAS or elsewhere) be established, staffed with relatively senior personnel (staff personnel or retired employees

on contract), to conduct the 30-year classification review and, working under guidelines to be developed in consultation among all Agency components, to make declassification decisions and recommendations to the Director with regard to records which need the protection of classification beyond 30 years, and to keep appropriate records and make necessary notifications on all classification and declassification actions.

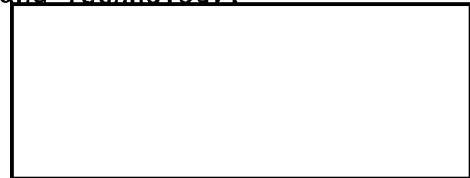
STATINTL

For the Directorate of Intelligence:



STATINTL

For the Directorate of Science and Technology:



## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Thirty-Year Classification Review

FROM:

EXTENSION

NO.

DATE

2.4.1977

DATE

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

VED FORWARDED

Attached here is a joint DDI-DDS&T statement and recommendation regarding the requirement for re-viewing for declassification all Agency classified information and material which is 30 years old and older.

As you know, the meetings on 18 and 21 January of component representatives to consider the 30-year review question were inconclusive and failed to reach a consensus on how the Agency might best handle the 30-year review. At the meeting on 21 January, we were asked if our two Directorates could put together a brief paper expressing the position of our Directorates. The attached is that paper.

*[Handwritten signature]*